

INTER-OFFICE MEMORANDUM

Office of Accounts and Control

**TO: Chief Financial Officers
All State Agencies**

DATE: January 9, 2013

**FROM: Marc A. Leonetti
State Controller**

**SUBJECT: INCREASED MILEAGE REIMBURSEMENT RATE
CFO 13-04**

This supersedes CFO 13-02.

The GSA rate has been updated, and therefore effective **January 1, 2013**, the rate used to reimburse State employees for use of their personally owned vehicles on state business will increase to **\$0.565** per mile.

This rate of \$0.565 per mile should also be used to reimburse volunteers who use their own vehicles on state business.

All in-state reimbursement forms have been updated and can be found on the Controller's website.